



Los Angeles Regional Census Center
9301 Corbin Avenue
Northridge, CA 91324

3 Steps for a successful application.....

Apply to Los Angeles Regional Census Center Positions GG-05 thru GG-12

Step 1: Determine your qualification level

Do you meet the experience and/or education level for which you are applying?
(5 - 7 - 9 - 11 or 12)

Did you submit a separate application packet for each grade level?
(5 - 7 - 9 - 11 or 12)

Be sure to apply to the external job listing if you are new to the Census Bureau.

Current Census Employees are encouraged to apply to the internal job listing.

Create an application or resume that will best demonstrate your experience related to the job you are applying for.

If you feel you qualify based on your education, please be sure to include your college transcripts.

Step 2: Submit these required forms (Application Packet)

1. A completed Resume or Application for Federal Employment. Make sure it reflects your experience that is **RELEVANT** to the position and grade level
[Application form.of612.pdf](#)

2. Declaration for Federal Employment Background Questionnaire
[Declaration.of0306.pdf](#)

3. In the job listing there are 3 questions you must answer on a separate piece of paper. They **MUST** be included with your application. This section is called Evaluation Criteria Questions. You will lose consideration if this is not included. Some positions may require selective factors such as a specific language or community experience which must also be addressed.

4. If you are a veteran and wish to be considered for 5 or 10pt veterans' preference you must submit page 4 of your DD214. For 10 pts please submit [SF15.pdf](#) along with the supporting documents.

Step 3: Review and Submit your application

Is the necessary information complete?

Did you answer all 3 questions as listed in the Evaluation Criteria section?
Did you address the Selective Factor?

Did you submit a separate application packet for each grade level you would like to be considered for?

SUBMITTING YOUR APPLICATION PACKET:

By Mail:

Los Angeles Regional
Census Center
9301 Corbin Avenue
Suite 1000
Northridge, CA 91324
Attn: Lita Eastman
Human Resource Specialist

For additional information, please contact (818) 717-6700

www.census.gov/losangeles